

on Student Assessment and Accountability

What's New

Week of November 19, 2020

- **WIDA ACCESS for ELLs Date** Changes
- **WIDA Pre-ID of Students and Initial Material Order**
- **WIDA ACCESS for ELLs Paper/ Pencil Materials**
- **WIDA Test Exceptions & False English Learner (EL) Guidance**
- M-STEP Passage-based Writing **Field Test: Test Administration Guide Available**
- **Public Comment Sought on** MI-Access Plan
- **Alternate Assessment Projection Task in Catamaran** is Live
- 2020-21 Annual Education Report (AER) Coming Soon
- 2021 Michigan School Testing Conference
- **NWEA Seminars: Understanding MAP Growth** data
- **Bright Ideas**
 - » Using the Formative **Assessment Process in** a Virtual World: Getting Started

The Spotlight will be on holiday next week.

Look for the next edition on Thursday, December 3, 2020.



WIDA ACCESS for ELLs Date Changes

- · Pre-ID and Initial Material Ordering Window: Opens December 15, 2020
- WIDA Test Exceptions and False EL Window: Opens December 15, 2020
- WIDA Additional Material Ordering Window: Opens January 13, 2021

WIDA Pre-ID of Students and Initial Material Order

The Office of Educational Assessment and Accountability (OEAA) will be pre-identifying English learner students for the WIDA ACCESS for ELLs Spring 2021 assessment in the OEAA Secure Site on **December 15, 2020**. The OEAA will use the Fall 2020 Michigan Student Data System (MSDS) General Collection (fall student count day) and Student Record Maintenance (SRM) files submitted in the MSDS through 5:00 p.m., December 11, 2020. This will include enrolled students (K-12) who have been identified as being in an English learner (EL) program in an MSDS collection.

This is a one-time pull from MSDS for pre-identification purposes for students taking the WIDA ACCESS for ELLs.

The Pre-ID Student Report will be available to schools on December 15, 2020 in the OEAA Secure Site (www.michigan.gov/ oeaa-secure).

(Continued on next page)

Sign up for Spotlight (www.michigan.gov/mde-spotlight) and/or access previous editions

Call Center: 877-560-8378

It is the responsibility of the district and/or school to do the following in the OEAA Secure Site:

- Unassign students who have exited the school from the WIDA ACCESS test cycle
- Pre-identify EL students who are not on the Pre-ID Student Report who might be newly identified as EL or are newly enrolled in the school
- Identify students who will need to take the paper/ pencil test and change their mode of testing from online to paper/pencil
- Identify students who should take the Alternate ACCESS for ELLs and assign them to the WIDA Alternate ACCESS for ELLs. This can be done in the Mass Update Assessments page on the OEAA Secure Site for a group of students. To learn more about how to identify students for the Alternate form of the WIDA ACCESS assessment, review the Alternate ACCESS for ELLs Selection Guidance.

A few important things to note:

- At this time, do not remove students from Pre-ID if your school/district anticipates or has already moved to online instruction.
- Instructions for accessing the Pre-ID Student Report and steps for pre-identifying students can be found on the <u>Secure Site Training web page</u> (www.michigan.gov/securesitetraining).
- If OEAA pre-identifies a student for the WIDA ACCESS for ELLs, the student has been identified as EL by their current school or another school in MSDS and was not exited from EL services.
 - » The student will be expected to test. Unassigning a student from the assessment does not remove the student from the

- expectation to test or from accountability calculations as an EL student. If you have questions about a student being EL, contact your district MSDS person for assistance.
- » A student who exits the district is to be unassigned from testing and exited from the district in the Spring 2021 MSDS general collection.
- » If a student was submitted incorrectly in MSDS as EL, meaning they were never EL, the district can submit a False EL request on the WIDA Test Exception page of the Secure Site starting December 15, 2020. Directions for submitting a False EL request can be found on the Secure Site Training web page.
- All EL students will be pre-identified for online testing unless the school has an approved online waiver for WIDA ACCESS for ELLs. Some materials, based on grade and domain, are only available as paper/pencil testing. These materials will be ordered automatically for schools and districts based on the number of students preidentified.
 - » If you are an online school but have some students who will be taking the paper/pencil test, you will need to change the student's record from online to paper/pencil. You can find directions on how to change the mode (online, paper/pencil) of testing for students on the <u>Secure Site Training web page</u> under Mass Update Assessments.
 - » If you change the student to paper/pencil testing, the tier will default to Tier B. You can change this in the student's demographic screen, accessed through the Student Search function.

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- All students in schools that are administering the paper/pencil test (having received an approved online waiver) will be defaulted to Tier B. This can be changed if needed on the student's demographic screen, accessed through the Student Search function.
- All students pre-identified by OEAA were pre-identified to WIDA ACCESS for ELLs. Students who will be taking the WIDA Alternate ACCESS for ELLs need to be changed to Tier T in the student's demographic screen, accessed through the Student Search function.
- Schools will receive printed barcode labels for the student's answer document for paper/pencil tests (if pre-identified and designated as paper/ pencil) by 5:00 p.m., December 23, 2020.

WIDA ACCESS for ELLs Paper/Pencil Materials

To receive paper/pencil materials for students at the beginning of the testing window, the students must be pre-identified in the Office of Educational Assessment and Accountability (OEAA) Secure Site between December 15 – 23, 2020. Schools can also order WIDA ACCESS for ELLs braille and enlarged print materials directly from the Initial Material Order screen on the OEAA Secure Site during this time. All other material quantities will be based on pre-identification of students with the paper/pencil mode of testing selected.

It is important to make sure your pre-identification is accurate and students taking the WIDA Alternate ACCESS for ELLs or the paper/pencil WIDA ACCESS for ELLs are correctly identified on the OEAA Secure

Site to ensure you receive the appropriate paper/pencil materials. Also check the Initial Material Order screen to ensure the shipping address is correct. Directions for Initial Material Orders can be found on the <u>Secure Site Training web page</u> (www.michigan.gov/securesitetraining).

WIDA Test Exceptions & False English Learner (EL) Guidance

The window for WIDA Test Exceptions is open December 15, 2020 – January 22, 2021 in the Office of Educational Assessment and Accountability (OEAA) Secure Site (www.michigan.gov/oeaa-secure). During this window, educators may request a waiver from the Spring 2021 WIDA ACCESS for ELLs or the Alternate ACCESS for ELLs for students with specific disabilities. All test exceptions must be applied for on an annual basis and approvals do not carry over from year-to-year. Note: This process is not to request waivers for students due to COVID-19 related reasons.

For more information on WIDA Test Exceptions, refer to the WIDA ACCESS for ELLs and Alternate ACCESS for ELLs Test Exceptions and False EL Guidance document found on the WIDA web page (www.michigan.gov/wida). Directions for submitting WIDA Test Exceptions can be found on the Secure Site Training web page (www.michigan.gov/securesitetraining) under the Quick Reference section. For questions about how to submit WIDA Exceptions, contact the Call Center (select Option 3) or email mde-oeaa@michigan.gov.

M-STEP Passage-based Writing Field Test: Test Administration Guide Available

The <u>Test Administration Guide</u> for the online M-STEP Passage-based Writing Field Test is now available on the <u>M-STEP web page</u> (www.michigan.gov/mstep) under the **What's New** and **Current Assessment Administration** sections.

MDE understands that schools are facing additional challenges this school year related to the pandemic, so your willingness to participate is appreciated. Participation allows MDE to gather important information about the accuracy and validity of the items on the field test.

The online M-STEP Passage-based Writing Field Test must be administered in-person, with an in-person proctor. Remote administration is not allowed.

This guide provides detailed information for schools and districts administering the field test. It includes the Important Dates for participating in the field test, policies and procedures to be followed, and information about the tasks that are done before, during, and after participating in the assessment.

The Test Administration Guide also includes the Test Directions to be used by Test Administrators while administering the test.

Public Comment Sought on MI-Access Plan

Michigan's alternate assessment (MI-Access) is aligned to the Michigan alternate content expectations in English Language Arts (ELA), mathematics, science, and social studies. The alternate assessment is designed to allow students with the most significant cognitive disabilities to demonstrate their knowledge and skills.

In 2018-2019, as provided for under the Every Student Succeeds Act (ESSA), Michigan applied for and received a waiver on the 1% cap for the participation rate regarding students taking the alternate assessment (MI-Access). In 2019-2020, the Michigan Department of Education (MDE) rescinded a waiver extension request submitted in January of 2020, to ensure the request was not in conflict with the waiver for all state assessments and accountability, which were requested in light of the required school building shut downs that were imposed to prevent the spread of COVID-19.

Part of the past waivers included an agreement for the MDE to implement a plan to ensure students are properly assessed using the state assessment system programs. Refer to this <u>past waiver and the approval</u> from the US Department of Education for details.

Based on the current numbers available from the last time state assessments were given (2018-2019), Michigan has reduced the number of students taking the alternate assessment by approximately 3,000 students. More work needs to be done to ensure students are being assessed using the test which best aligns to their primary instruction, and that instruction is targeted to a level representing high expectations for each student. To this end, Michigan will be applying again for a waiver extension for Spring 2021 as we work toward achieving these goals.

MDE invites public comment on the components of this ongoing plan. Any interested party may submit comments by close of business on **Friday, December 18, 2020** through either of these methods:

- take a short Survey
- send comments in an email to mde-oeaa@ michigan.gov (be sure to include "1 percent alternate assessment waiver" in the subject line)

Alternate Assessment Projection Task in Catamaran is Live

In the spring of 2020, state summative assessments were canceled following the mandated statewide school closure, due to the COVID-19 pandemic. As a result, Intermediate School District (ISD) programs, member districts and public-school academies will not complete a traditional justification form. Instead, all ISD programs, member districts, and public-school academies will complete a very short task in Catamaran to report their projected participation rate for MI-Access for Spring 2021.

There are multiple purposes for collecting the projected participation rate for students taking MI-Access. The application to extend the U.S. Department of Education waiver on the 1% cap on participation in the alternate assessment is due January 11, 2021. The application requires either a state provide 2020 pre-ID data or projected participation rates for spring 2021 based on student IEP data. As the pre-ID process was incomplete at the time of shut down, projection rates are required. This data will also provide current information on participation rates to districts, which can help districts determine training needs and also support the monitoring of participation rates. Once member districts complete this activity in Catamaran, ISDs will review and submit the data to the Michigan Department of Education.

The Catamaran task to collect this projected participation rate is now live. There are only two data points needed for this task:

 Total enrollment (as 100% of students are expected to test) of students only in grades 3, 4, 5, 6, 7, 8, and 11. Total number of students in grades 3, 4, 5, 6,
 7, 8, 11 who are designated to take MI-Access based on the student's Individualized Education Program.

A recorded webinar is available that provides ISDs and member districts with instructions on how to complete this very short projection task. This recording can be found in the Policy section of the <u>Catamaran Training</u> <u>Site</u> (https://training.catamaran.partners/guidancedocuments/) under **Guidance Documents**.

2020-21 Annual Education Report (AER) Coming Soon

The Michigan Department of Education (MDE) and the Center for Educational Performance and Information (CEPI) are finalizing the data and materials for schools to use in publishing the Annual Education Report (AER). It is anticipated that 2019-20 AER data and materials necessary for the creation of 2020-21 AERs will be available in preview for schools in early December on MI School Data (www.MISchoolData. org). Once available for preview, school/district users can log in to MI School Data to review their reports.

Note: The report information, cover letter templates, and combined report data currently located on the Annual Education Report section at MISchoolData have not yet been updated to reflect the materials to be used for the 2020-21 school year AERs. MDE will be providing these materials and additional AER information when the AER is available in preview.

Due to COVID-19, the United States Department of Education (USED) waived many but not all the required data elements for the 2020-21 AER. More information will be provided in the coming weeks.

2021 Michigan School Testing Conference

The 2021 Michigan School Testing Conference (MSTC) will be held in mid-February, but this year in a very different manner - virtually. The uncertainties caused by the COVID-19 pandemic have affected all of us deeply and in very different ways. In planning the 2021 conference, the feasibility of an in-person conference became very challenging, given restrictions (or even bans) on large-group gatherings and the limited space for "social distancing" at the Sheraton Ann Arbor Hotel, where the conference was held during the past two years.

The MSTC Planning Committee is shifting the 2021 MSTC Conference to an all-virtual event to be held **February 16-18, 2021**. This year's conference will be the 61st annual event. The mission of MSTC is to provide educators with professional learning opportunities about assessment, as well as information on national, state, and local assessment programs and trends. The conference is unique in its match to the needs of Michigan educators, featuring examples of outstanding practices from local educators, as well as state and nationally renowned experts in the field.

The annual Michigan School Testing Conference consists of a day for workshops and two days of plenary and clinic sessions.

On Tuesday, February 16, 2021, from 8:30 to 11:45 a.m. and 12:45 to 3:45 p.m., six half-day and two full-day workshops will be offered.

The conference itself takes place on **Wednesday**, **February 17**, **2021** and continues through **Thursday**, **February 18**, **2021**. Keynote presenters on Wednesday, February 17 include Jay McTighe

(Educational Author/Consultant) and Andy Middlestead (Michigan Department of Education), while Mike Nettles (Educational Testing Service) will be the keynote speaker on Thursday, February 18.

For <u>conference program information</u> and registration, go to the <u>MSTC online registration site</u>.

NWEA Seminars: Understanding MAP Growth data

NWEA is hosting a series of one-hour virtual workshop seminars designed to focus on using MAP Growth data to leverage high impact strategies, maximizing instruction and intervention.

- December 4, 2020 at 1 p.m. ET How Are My Students Doing?
- December 11, 2020 at 1 p.m. ET How Will Results Inform Instruction for Students?
- December 18, 2020 at 1 p.m. ET How Do I Communicate Results?
- February 5, 2021 at 1 p.m. ET How Are My Grade Levels Doing?
- **February 12, 2021 at 1 p.m. ET** Are My Grade Levels Making Progress?
- February 19, 2021 at 1 p.m. ET How Do I Set Goals with Students?

View the session agendas and <u>register to attend a session</u>. For further information contact <u>michelle</u>. <u>carter@nwea.org</u>.

Bright Ideas

Tips and strategies for putting assessment literate practice to work in the context of remote, online, or hybrid learning models.

Using the Formative Assessment Process in a Virtual World: Getting Started

During the 2020-21 school year, Michigan educators and students are being challenged to teach and learn in new ways. Yet being able to accurately assess what students understand and can do as learning progresses is just as important as ever. Effective use of the formative assessment process plays an important role in helping teachers do that.

The formative assessment process also can be a powerful student engagement tool. By focusing on where students are going (learning targets), where they are now (effective feedback), and the next steps to closing the gaps in between, students are more likely to stay motivated, even in remote environments.

But how do teachers and students manage this essential component of learning in an online environment? Experienced online teachers offer these tips for developing a Virtual Mindset for using the formative assessment process:

- Believe: First and foremost, believe that formatively assessing students is possible in an online setting.
- Adapt: For students to adapt, we teachers need to adapt as well.

- Show courage: In showing courage to adapt to this new terrain, your students are given license to do so as well.
- Start slow: Just like formative assessment, teaching online is a process. Using new tools or practices the first time can be daunting, so take your time to get accustomed to using them.
- Use technology wisely: It's easy to become overwhelmed with the many tech tools available. Explore several tools, but master just one or two that work best for you and your students.
- Allow grace: Be patient and forgiving with yourself and your students.

Noted formative assessment expert Margaret Heritage has said, "Making major changes does not necessarily mean that teachers need to learn afresh how to teach. Instead, they need to use their existing skills and knowledge differently for a new purpose."

In a webinar titled "Using the Formative Assessment Process to Enhance Student Learning in an Online Environment", teachers from the Michigan Great Lakes Virtual Academy introduced some tips for teaching online and their favorite technology tools (see following page). We encourage you to check out the webinar and explore the other resources listed to learn more about how to effectively use the formative assessment process in a virtual or remote environment.

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EXPLORE MORE ON THIS TOPIC

Recorded MAC and FAME Webinars

- Using the Formative Assessment Process to Enhance
 Student Learning in an Online Environment
- Formative Feedback: Navigating the complexity of engaging student thinking
- Creating and Implementing Online Learning Lessons with Student Engagement in Mind
- FAMEous Workshop Webinar series:
 - » Session 1 Seeking Equity in Online Learning through Formative Assessment
 - » Session 2 Making Thinking Visible in a Virtual Environment
 - » Session 3 Providing and Using Feedback that Moves Student Learning Forward
 - » Session 4 Creating an Equitable Learning Culture Remotely

MDE's Assessment Literacy Series

What is the formative assessment process, and why is it critical to teaching and learning? MDE Spotlight Newsletter, August 15. 2019



College Board Corner

Information on SAT®, PSAT™ 8/9, and PSAT™ 10 provided by the College Board

Questions about Fall or Spring PSAT 8/9, PSAT 10, or SAT?

- Call the Michigan Educator Hotline: 866-870-3127 (select Option 1)
- Email michiganadministratorsupport@ collegeboard.org

WHAT'S NEW

November 10 Michigan Implementation Webinar

The recording of the November 10 Michigan Implementation Webinar, PowerPoint slides, and answers to the questions that were submitted during the presentation have been posted to the MME web-page (www.michigan.gov/mme) and the PSAT web-page (www.michigan.gov/psat).

SSD Online Enhancements

Later this school year, College Board will be improving its accommodation request system (SSD Online). The new system will provide a more modern, efficient, and streamlined user experience for SSD coordinators. The next webinar is scheduled for **December 9, 2020 from 12:00-1:30 p.m.** and will be focused on the redesigned system, and requested accommodations and supports for the Spring 2021 administration.

Register for the webinar (https://tinyurl.com/2021Accommodations-MI).

REMINDERS

Fall 2020 Invoice Generation Process

Refer to the <u>November 5 edition of Spotlight</u> for information about generating your invoice for Fall 2020 testing.

Spring 2021 Establishment

Establishment is the process whereby the College Board knows which schools are administering the PSAT 8/9 for Grades 8 and 9, PSAT 10, and SAT with Essay. The process is based on rules that are coordinated with the Michigan Department of Education. Review the important information about establishment for Spring 2021 testing in the October 29 edition of Spotlight.



What's New

The <u>ACT-hosted state testing website</u> has been updated for Spring 2021, including the <u>Schedule of Events</u>.

Select the **WorkKeys on Paper** tab at the top of the home page to view Important Dates, Quick Links, and the multiple ways to contact ACT and OEAA. The seven phases of the WorkKeys administration and their applicable resources are listed below the blue banner area. Select the title of each phase to quickly access it or simply scroll down the page.

- Orientation stage helps you become familiar with the testing program.
- Configuration stage provides access to systems like PearsonAccess^{next}.
- Verification stage helps you ensure nothing was missed.
- Preparation stage prepares you for testing and includes links to Facility Requirements, Training Testing Staff, Sample Questions, and Receipt/ Check in of materials.
- Administration stage helps you conduct a successful test administration and contains links to documentation, including Test Administration Forms, Administration Manuals, and Calculator Policy.
- Transportation stage helps you return your test materials, with links to specific portions of the applicable manuals.

• **Interpretation** stage helps you understand and interpret the score reports.

Many ACT WorkKeys administration materials can be accessed online using our interactive publishing system. You can search for keywords, filter content, print documents, and provide feedback to ACT. The home page contains a short video providing navigation tips.

For all upcoming events and deadlines, be sure to reference the following documents:

- <u>ACT WorkKeys Schedule of Events</u> posted on the on the WorkKeys on Paper page.
- MME and High School PSAT List of Important
 <u>Dates</u> found on the <u>MME web page</u> (www. michigan.gov/mme) under **General information**.

Reminder

Completing ACT's Manage Participation Process

Refer to the October 29, 2020 Spotlight on Student Assessment and Accountability Newsletter (www. michigan.gov/mde-spotlight) for information and high level instructions to complete ACT's Manage Participation process.

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Detailed step-by-step instructions for completing ACT's Manage Participation Process are provided in the <u>ACT WorkKeys Spring 2021 Manage Participation Process document</u>, located on the <u>MME web page</u> (www. michigan.gov/mme).

All schools, public and nonpublic, must confirm that they are participating in order to receive test materials and to administer the WorkKeys assessment.

Manage Participation must be completed at the individual school level, not at the district level, even if you are not testing. Reminder emails will be sent periodically to all schools that have not completed the Manage Participation process.

The deadline to submit Manage Participation selections is **November 27, 2020**.

Contacting ACT

If you have questions, you may:

- 1. contact ACT via the <u>Contact Us web page</u> (www.act.org/aap/state/contact.html)
- 2. call ACT at 800-553-6244 between 9:30 a.m. 6:00 p.m. ET
 - standard time: ext. 2800
 - accommodations: ext.1788
- email accommodations questions to ACTStateAccoms@act.org

Important Dates

Approaching Deadlines!

Friday, November 20, 2020

 DEADLINE to indicate intent to participate in the SAT with Essay, PSAT 10, and PSAT 8/9

Friday, November 27, 2020

ACT WorkKeys Manage Participation window CLOSES

Coming in Two Weeks . . .

Tuesday, December 1, 2020 - 2 - 4 p.m.

 WIDA ACCESS for ELLs Overview for New Assessment Coordinators Webinar Webinar Registration

Wednesday, December 2, 2020 at 10 a.m.

 Winter/Spring 2021 Technology Coordinator Training Zoom webinar

Join the webinar

November 2020

Early Literacy and Mathematics

Now - February 4, 2021

Pre-identification of students for Winter 2021
 Early Literacy and Mathematics Benchmark
 Assessments

M-STEP

Now - February 4, 2021

 Pre-identification of students for M-STEP Passage-based Writing Field Test

December 2020

WIDA

Wednesday, December 9, 2020 - 2:00 - 3:30 p.m.

 WIDA Alternate ACCESS for ELLs Overview for New Assessment Coordinators Webinar Webinar Registration

December 10, 2020 - March 17, 2021

 WIDA ACCESS and Alternate ACCESS for ELLs Off-site Test Administration Request window in OEAA Secure Site

December 15 - 23, 2020

- WIDA ACCESS for ELLs Initial Material Order window (Braille & Enlarged Print)
- WIDA ACCESS and Alternate ACCESS for ELLs Pre-identification of students for barcode labels in OEAA Secure Site window

December 15, 2020 - January 22, 2021

 WIDA ACCESS and Alternate ACCESS for ELLs Test Exception Request window

December 15, 2020 - March 19, 2021

 WIDA ACCESS for ELLs Pre-identification of students in OEAA Secure Site window

SAT and PSAT

December 9, 2020 from 12:00 - 1:30 p.m.

 Accommodations and Supports webinar <u>Register</u> (https://tinyurl. com/2021Accommodations-MI)

Now - December 18, 2020

 Window to submit off-site requests for SAT with Essay, PSAT 10, and PSAT 8/9

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January 2021

Early Literacy and Mathematics

January 4 - February 5, 2021

 Winter 2021 Early Literacy and Mathematics Benchmark Assessments online test administration window

M-STEP

January 4 - February 5, 2021

 M-STEP Passage-based Writing Field Test online test administration window (refer to the November 12 Spotlight for information)

Contacts

For assistance with assessment or accountability issues:

Assessment and Accountability Call Center

877-560-8378 (select appropriate option)

Options	Topics
1	to report cheating and unethical behavior by a district/school in regards to state assessments
2	for support of Central Office Services (COS), DRC INSIGHT Portal, and INSIGHT for the online M-STEP, MI-Access, and Early Literacy and Mathematics Benchmark Assessments (K-2)
3	for support of the OEAA Secure Site for <u>all</u> state assessments, administration and policy questions related to M-STEP, MI-Access, Early Literacy and Mathematics Benchmark Assessments (K-2), and accountability reporting
4	for questions about the College Entrance and Workskills assessments 1. Eligibility, MDE policies, and OEAA Secure Site Support 2. SAT, PSAT 8/9, and PSAT 10 – College Board 3. WorkKeys – ACT®
5	for questions about the WIDA ACCESS for ELLs, WIDA Alternate ACCESS for ELLs, and support for WIDA AMS, INSIGHT, and Central Office Services (COS)
8	for all other questions

Email

For assessment questions: mde-oeaa@michigan.gov

For accountability questions: mde-accountability@michigan.gov

For assistance with WIDA Screener, W-APT, and the WIDA Secure Portal questions:

(for questions not covered in options 3 and 5 in the table above)

WIDA Client Services

866-276-7735